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DWD ISSUANCE 12-01

Subject: Program guidance to integrate a summer activity component with Workforce Investment Act (WIA) year-round services.

1. Purpose: To provide guidance to Workforce Investment Boards (WIB), Youth Councils, and local program operators on how to transition summer programs to align with WIA requirements by making summer youth employment opportunities part of a comprehensive strategy for youth development.
2. Substance: WIA moves youth services away from short-term interventions by emphasizing the long-term development of young people. *This statutory principle of WIA does not authorize stand-alone summer programs.* Program designers should plan for activities to serve both in-school and out-of-school youth with a continuum of services that plans for the needs of youth aging through the program. A 14-15 year old youth should remain connected to the system through adolescence with the understanding that the relationship of the youth to the system will change as they age. This will be reflected in the intensity and method of delivery of services provided. This continuum of services should include a variety of the ten program elements required by WIA.

As local areas implement summer employment activities as part of WIA, they may choose different approaches for operating summer youth employment activities. The following are viable approaches to summer employment activities under WIA:

Summer employment activity participants are transitioned into a year-round service strategy. This emphasis upon year-round services allows for substantial interventions in the lives of youth to attain meaningful goals of skill attainment, as well as post-secondary education, advanced training and job placement outcomes. Funding for these year-round activities may come from WIA, or from WIA resources combined with resources from partner agencies.

Local areas may elect to exit participants at the end of summer employment and begin follow-up activities. This option would be appropriate for out-of-school youth that enter unsubsidized employment upon completion of the summer component, or youth whose career needs can no longer be effectively served through WIA resources. Again, this is not a stand-alone summer program as follow-up involves continuing services to youth as appropriate. While WIA allows this flexibility, linkages and integration of summer employment activities to year-round youth services are recommended. Unlike the performance measurement system under the Job Training and Partnership Act where summer youth participants were not included in youth outcomes, all WIA youth will be measured as part of a comprehensive youth program assessed by the core performance measures for youth.

Local areas may want to combine the first two approaches by continuing year-round services for some youth and exiting others at the conclusion of summer. The amount of services needed for an individual youth is determined through assessment and the development of an individual service strategy. Youth who are basic skills deficient should continue to be served until they achieve basic skills at a minimum.

To improve the general recruitment of youth, local areas are encouraged to conduct intake at their Missouri Career Center (MCC). This provides an additional point of entry for youth to participate in summer employment and other WIA program elements and may assist in reaching out-of-school youth that no longer have ties to the school networks. This strategy has the additional benefit of exposing youth and others to the resources available at local MCCs.

All youth participants must receive some form of follow-up services for a minimum duration of twelve months after exit from one of the ten program elements. As long as youth are receiving WIA or WIA partner services, they are considered active participants. Therefore, exit and subsequent follow-up, may not occur for some in-school youth participants until after graduation from high school, such as youth returning to school after the summer component. Follow-up services may be provided beyond twelve months at the WIB's discretion. The types of follow-up services provided are determined based on the needs of the individual youth and the objectives set by the WIB. Local areas have broad discretion in determining the intensity and type of follow-up services. Follow-up data and

information should be used to assess program effectiveness, increase performance goals, and improve program quality.

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3. Action: WIB Contacts should transmit this guidance to their Youth Council and local youth program operators to develop programs and services that support the successful implementation of youth activities for local communities, and assist them in effectively meeting the needs of local youth participants.
4. Contact: Please contact Robert Ruble at (573) 526-8258 if you have any questions regarding this issuance.
5. Reference: Title I of the Workforce Investment Act of 1998, and Training and Employment Guidance Letter No. 3-99.

Rick Beasley, Acting Director

RB/dj

c: DWD Admin Group
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